


COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Purpose of Amendment (describe the reason for amending original submission): Post-travel submission
must be amended with the Office of Public Records in SH-232.



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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors):
The Aspen Institute (Education & Society Program - E&S Program)
2. Description of the trip: Aspen Institute-sponsored convening for senior Congressional education staffers on planning and implementation of the Every Student Succeeds Act (ESSA) (see continued response)
3. Dates of travel: August 8-10, 2017
4. Place of travel: Queenstown, MD
5. Name and title of Senate invitees: Please see attached roster
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR -
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND -
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

- 12. Briefly describe the role of each sponsor in organizing and conducting the trip:**

The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and execution of the convening. (see continued response)

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster leadership based on enduring values and provide a non-partisan forum for the exchange of ideas.

(see continued response)

4.2.2. *Measuring congressional trips:*

The Aspen Institute has a nearly forty year history of conducting non-partisan educational forums, which often include Members of Congress and staff. The E&S Program has been conducting convenings for

Congressional education staff for eleven years.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Aspen Institute holds numerous educational activities, including educational briefings, roundtables, forums, and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general (see continued response)

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$63.45 for mileage	\$234.00 for two nights	\$172.50	\$191.26 conference room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

B. The trip is to organized specifically with regard to Congressional staff participation in order to support their learning on how states are implementing ESSA (Every Student Succeeds Act).

18. Reason for selecting the location of the event or trip

The location is close to Washington, DC for easy staffer travel and allows faculty members (external experts brought in to support the retreat) to fly into DCA, Dulles or BWI and travel easily to the facility.

19. Name and location of hotel or other lodging facility:

Wye River Conference Center, 600 Aspen Drive, Queenstown, MD 21658

20. Reason(s) for selecting hotel or other lodging facility:

The conference center has sufficient meeting space and lodging to support off-the-record, non-partisan exchanges of ideas and professional learning. The Aspen Institute owns the Wye River Conference Center property.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Rooms are \$117/day, which reflects the per diem limit.

Meals are \$69.00/day, which reflects the per diem limit.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Transportation is not provided; mileage will be reimbursed for participants' travel by personal car

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:

Name and Title: Elliot Gerson, Executive Vice President, Policy & Public Programs

Name of Organization: The Aspen Institute

Address: 1 Dupont Circle NW, Suite 700, Washington, DC. 20036

Telephone Number: 202-736-5859

Fax Number: 202-467-0790

E-mail Address: lisa.jones@aspeninst.org

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Question 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips) (response continued) – The Aspen Institute holds numerous educational activities, including educational briefings, roundtables, forums and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general public. The E&S Program works with federal, state and local education leaders to improve K-12 student achievement, particularly for underserved students.

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Matthew Stern
Majority Education Professional Staff
Senate Committee on Health, Education, Labor, and Pensions
Matthew.Stern@help.senate.gov

Aspen Senior Congressional Education Staff Network Retreat

Planning and Implementation of the Every Student Succeeds Act: Next Steps for States and Districts

**Wye River Conference Center
600 Aspen Drive
Queenstown, MD 21658
P: 410-827-7400**

August 8-10, 2017

AGENDA

Retreat Goals:

- Understand how states are creating and implementing their Every Student Succeeds Act (ESSA) plans and how they will monitor implementation at different levels of the system.
- Understand states' theories of action around the design of ESSA accountability systems—including the new English language proficiency indicator—and the development of approaches to school improvement.
- Engage in active learning and build working relationships with education leaders from the field, as well as with colleagues from different parties and chambers.
- Explore potential roles for Congress and the U.S. Department of Education (ED) in monitoring and guidance around ESSA implementation.

Tuesday, August 8, 2017

12:00 PM **Arrival and Check-In**

12:30 – 1:00 PM Lunch

1:15 – 1:45 PM Welcome, Overview, and Retreat Objectives

Ross Wiener, Vice President and Executive Director, Aspen Institute Education & Society Program

To guide the retreat's discussion, Congressional staffers and faculty members will begin by sharing their top two learning objectives for the convening.

1:45 – 3:15 PM Session I: Setting the Context

Kirsten Baesler, Superintendent of Public Instruction, North Dakota
Sharmila Mann, Director, K-12 Institute, Education Commission on the States
Jake Yunker, Deputy Policy Director, Office of Governor Mary Fallin of Oklahoma

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Guiding Questions:

- *How are SEAs setting goals and exit criteria for ELs (English learners)? What measures are they planning to use, and what is the quality of these data? What evidence or data are they using to set these goals, and what feedback have they received?*
- *How are SEAs prioritizing ELs' growth within the accountability system?*
- *Where are SEAs and local education agencies (LEAs) receiving resources and tools to support ELs? What supports are needed?*

10:15 – 10:35 AM Break

10:35 AM – 12:00 PM Session IV: Next Steps for School Improvement

Veronica Garcia, Superintendent, Santa Fe Public Schools
Betheny Lyke, Executive Director, Illinois Center for School Improvement
Kunjan Narechanla, Assistant Louisiana State Superintendent & Louisiana Recovery
School District Superintendent

Guiding Questions:

- *What are states' and LEAs theories of action around school improvement under ESSA? How does this affect their roles and responsibilities?*
- *How are SEAs planning to identify comprehensive support and improvement and targeted support and improvement schools? Will they distribute school improvement funds by formula or by competitive grant? How did they reach these decisions?*
- *How are SEAs using or complying with ESSA's evidence requirements for interventions? What interventions do they plan to use and/or approve?*
- *What supports do LEAs need to support comprehensive support and improvement (CSI) and targeted support and improvement (TSI) schools?*

12:00 – 1:00 PM Lunch

1:00 – 2:45 PM Session V: Deep Dive into State Plans

**Pete Goldschmidt, Associate Professor, California State University Northridge,
Department of Educational Psychology and Counseling**

In small groups, staffers will have the opportunity to examine components of proposed approved accountability systems in two states' ESSA plans.

Guiding Questions:

- *What is new or different? What has not changed?*
- *What is not captured in the plan that you would want to know about, or think ED should monitor?*

2:45 – 3:00 PM Break

3:00 – 4:45 PM Session VI: Oversight and Monitoring of Plan Implementation

**Pete Goldschmidt, Associate Professor, California State University Northridge,
Department of Educational Psychology and Counseling**
Sharmila Mann, Director, K-12 Institute, Education Commission on the States

Guiding Questions:

- *What are the most important roles for ED? How is this changing over time? Are there things states and districts expect from ED that they are or are not getting? Are there aspects of the working relationship between ED, states, and districts that can be improved?*
- *What would effective monitoring of ESSA implementation look like? In the past, what has been most helpful for states and districts? Least helpful?*
- *What does this suggest for the specific roles Congress and ED should play? How can ED support states and districts outside of formal oversight and monitoring (i.e., resources, tools, networks)?*
- *What should ED and Congress not do? What about past oversight and monitoring needs to change to ensure successful implementation of ESSA?*
- *How can ED and Congress ensure compliance with the law, but move states beyond a compliance mindset?*

6:15 PM

Networking Reception with Expert Faculty

Staffers will have the opportunity to network with participants during the reception.

Faculty Participant Attendees: Kirsten Baesler, Veronica Garcia, Pete Goldschmidt, Betheny Lyke, Sharmila Mann, Kunjan Narechania, and Jake Yunker

7:00 – 8:30 PM

Working Dinner with Discussion of Earlier Sessions

Thursday, August 10, 2017

7:30 – 8:30 AM

Breakfast

8:30 – 8:45 AM

Staff reflections and feedback to guide remaining discussion

8:45 – 10:30 AM

Session VII: Challenges and Opportunities on the Horizon

Kirsten Baesler, Superintendent of Public Instruction, North Dakota
Jake Yunker, Deputy Policy Director, Office of Governor Mary Fallin of Oklahoma

Guiding Questions:

- *As states and districts begin implementing their plans, what issues do they need to prepare for (i.e., building internal capacity, identifying resources, navigating state and local politics)? How can previous experiences inform their approaches?*
- *What supports will states and districts need to navigate these challenges or take advantage of these opportunities?*
- *What are the other dynamics (personalized learning, career and technical education/Perkins, etc.) at play in this space? How do they relate to ESSA—or not?*
- *Are states incorporating school choice in their ESSA plans and implementation? What role does ED play in incentivizing states to incorporate school choice?*

10:30 – 10:45 AM

Break

10:45 – 11:00 AM	Complete Retreat Evaluation
11:00 – 11:30 AM	Final Observations from Expert Faculty
11:30 – 12:00 PM	Taking Stock: Staff Reflections and Feedback to Guide Next Steps for the Network
12:00 – 1:00 PM	Lunch and Adjourn
1:00 PM	Participants Depart